

B.Sc.(N) [Post Basic (2nd Year)]

BF/2013/07

Introduction to Nursing Administration

[New Scheme-w.e.f. 2007 admission]

M.M. : 75

Time : 3 Hours.

Note : Attempt all questions.

1. (a) Define Evaluation. [2]
- (b) Enlist the types of Evaluation. [3]
- (c) Discuss the methods used in clinical evaluation of B.Sc. Nursing Students. [10]

OR

2. (a) What do you mean by job analysis. [5]
- (b) Explain the job responsibilities of a Sister Incharge. [10]
3. Suppose you are the incharge of 36 bedded Surgical Ward.
 - (a) Define material management. [4]
 - (b) Explain the Process of indenting and maintaining equipments and supplies in the general ward. [11]
4. (a) What do you mean by Personnel Management. [3]
- (b) Plan and prepare staffing pattern of 150 bedded General Hospital. [7]
5. (a) Define Budgetting. [2]
- (b) Enlist different types of Budgetting. [3]
- (c) Write the points we have to keep in mind while preparing Budget. [5]
6. **Write Short Notes on any FIVE of the followings :** [5x5=25]
 - (a) Nursing Audit.
 - (b) Group dynamics and Human Relation.
 - (c) Performance appraisal.
 - (d) Difference between Administration and management.
 - (e) Skill training.
 - (f) Staff Welfare Services
 - (g) Communication.